



Privacy Policy

Effective Date: May 25, 2018

Williams Mullen respects your privacy and are committed to protecting it through our compliance with this policy.

This policy describes the types of information we may collect from you or that you may provide when you visit the Williams Mullen website (the "Website"). Our Privacy Policy also describes the measures we take to protect the security of the personal information. We also tell you how you can reach us to answer any questions you may have about our privacy practices.

This policy covers:

- Information We Collect and How We Use It
- Information We Share
- Links to Other Sites
- How We Protect Personal Information
- Information We Transfer
- Accessing and Updating Your Information; Opting Out
- Updates to Our Privacy Policy
- How to Contact Us

Information We Collect and How We Use It

Personal Information You Provide

You may choose to provide personal information (such as your name, address, telephone number and email address) on our Website. Here are the ways you may provide the information and the types of information you may submit. We also tell you how we may use the information.

- *Event Registration*
You may register on our website for Williams Mullen sponsored events. You may provide us with information such as your name, telephone number and email address when registering for an event. We use this information to register you for the event and contact you about changes and updates regarding the event. We also may use the information to communicate with you about other events and topics that we believe may be of interest to you.
- *News, Alerts and Publications*
On our Website, you may sign up to receive news, alerts and publications from Williams Mullen. To sign up, we may ask you for information such as your name, address, telephone number, email address and topics of interest. We use the information you provide to send you the

communications you request. We also may use the information to communicate with you about other topics that we believe may be of interest to you.

- **Careers**

You may submit your resume and other information to apply for a job with Williams Mullen. We use the information you submit relating to your job inquiry.

- **Contact Us**

If you communicate with us through the “Contact Us” link on our website, we may ask you for information such as your name, email address and telephone number so we can respond to your questions and comments. We also may use the information you provide to communicate with you about topics that we believe may be of interest to you.

- **Other Site Features**

Our Website offers various features, which we may change from time to time. We may ask you to submit certain personal information so we can provide you with and communicate with you about these features.

- **Other Uses of Information**

We may use the personal information you provide on the Website for our internal purposes. These purposes include administration of the Website, market research, data analytics and compliance with our legal obligations, policies and procedures.

Personal Information We Collect by Automated Means

We collect certain information by automated means when you visit our Website, such as how many users visit our Website and the pages accessed. By collecting this information, we learn how to best tailor the Website to our visitors. We collect this information through various means such as “cookies” and IP addresses, as explained below.

- **Cookies**

Like many companies, our Website uses “cookies.” Cookies are bits of text that are placed on your computer’s hard drive when you visit certain websites. We use cookies to tell us, for example, whether you have visited us before or if you are a new visitor and to help us identify site features in which you may have the greatest interest. Cookies may enhance your online experience by saving your preferences while you are visiting our website.

Most browsers will tell you how to stop accepting new cookies, how to be notified when you receive a new cookie, and how to disable existing cookies. Please note, however, that without cookies you may not be able to take full advantage of all our site features.

- **IP Addresses**

An IP address is a unique identifier that certain electronic devices use to identify and communicate with each other on the Internet. When you visit our Website, we may view the IP address of the device you use to connect to the Internet. We use this information to determine the general physical location of the device and understand the geographic regions of our visitors. We also may use this information to enhance our Website.

- **Analytics**

Our Website may use analytics to create statistical reports. These reports would tell us, for example, how many users visited our Website, what pages have been browsed, and from what geographic regions users visited the Website. The information collected using analytics may include, for example, your IP address, the website from which you visited us, the type of device you used and your search query that led you to the Website. Your IP address is masked on our systems and will only be used on a need-to-know basis to resolve technical issues, to administer our Website and to understand visitor preferences. Traffic information on our Website is accessed only by authorized personnel. We do not use any of this information to identify visitors and we do not share it with third parties. Our website is not designed to respond to “do not track” signals received from browsers.

Information We Share

We do not sell, rent, trade or otherwise disclose personal information visitors submit through our Website, except as described in this Privacy Policy. We may share the information with service providers we have retained to perform services on our behalf (for example, to process online registration forms for events). These service providers are not authorized by us to use or disclose the information except as necessary to perform services on our behalf or to comply with legal requirements. In addition, we may disclose information about you (i) if we are required to do so by law or pursuant to legal process, (ii) in response to a request from law enforcement authorities or other government officials, or (iii) when we believe disclosure is necessary or appropriate to prevent physical harm or financial loss or relating to an investigation of suspected or actual illegal activity.

We reserve the right to transfer any information we have about you in the event we sell or transfer all or a portion of our business or assets. Should such a sale or transfer occur, we will use reasonable efforts to try to require that the transferee use personal information you have provided through this website in a manner that is consistent with this Privacy Policy.

Links to Other Sites

Occasionally we provide links to other websites for your convenience and information. These websites operate independently from our Website and are not under our control. These sites may have their own privacy policies or terms of use, which we strongly suggest you review if you visit any linked websites. We are not responsible for the content of these sites, any products or services that may be offered through these sites, or any other use of the linked sites.

How We Protect Personal Information

We maintain administrative, technical and physical safeguards for the Website designed to protect against loss, misuse or unauthorized access, disclosure, alteration or destruction of the personal information we collect through our Website.

Information We Transfer

We have taken steps to provide an adequate level of protection in accordance with European data protection law in cases of transfers from Europe to third countries.

Accessing and Updating Your Information; Opting Out

Visitors who would like to correct, update or delete any personal identifiable information may contact us with a request to do so at Ask@williamsmullen.com or writing us at Williams Mullen, 200 S. 10th Street, Richmond, VA 23219; Attention: Tyler Harris.

Similarly, Williams Mullen site users who wish to subscribe or unsubscribe to our marketing and information communications can do so by using the subscribe/unsubscribe options or sending an email to Ask@williamsmullen.com.

We try to ensure that our system protects information from accidental or malicious deletion. Because of this, there may be delays between when you delete something and when copies are deleted from our active and backup systems.

Updates to Our Privacy Policy

We review our privacy practices on an ongoing basis, and as such we may change this privacy policy from time to time. Please check this policy frequently to ensure that you are familiar with its current content.

How to Contact Us

If you have questions about this Privacy Policy or our practices with respect to personal information, please send your request to Ask@williamsmullen.com or writing us at Williams Mullen, 200 S. 10th Street, Richmond, VA 23219; Attention: General Counsel.